

# Position Description



|                          |                                              |
|--------------------------|----------------------------------------------|
| Position Title           | <b>Signalling Systems Officer</b>            |
| Position No              | 00088484                                     |
| Delegation Level         | 008                                          |
| Job Designation          | Signalling Systems Officer                   |
| Organisational Unit      | Electrical Signalling Renewals<br>SEQ Assets |
| Work Centre              | Mayne                                        |
| Position Type            | Permanent                                    |
| Rail Safety Worker       | Yes                                          |
| Medical Fitness Standard | NHS Cat 3 ATTP                               |
| Performance Plan Type    | Team Member/Tech Prof                        |
| Shiftworker              | No                                           |
| Classification (Range)   | ET3 ELA .3 - ET3 ELA .3                      |
| Pay Scale Type           | Network E & T                                |
| Reports to Position      | Co-ord Elec Signals Project                  |

## QUEENSLAND RAIL VALUES:

1 Queensland Rail - We do better together  
Treat others with respect - We appreciate everyone's contributions and differences  
Empower our people - We have confidence in our people  
Act Safely - We work safe, to go home safe  
Make a positive difference - We learn from today, to improve tomorrow

## Position Purpose

To provide technical support, workplace coaching, training and assessment in the installation, maintenance and repair of all signalling systems and equipment. To perform inspections and report on the condition of signalling equipment and the effectiveness of maintenance.

## Position Responsibilities

1. Provide technical support to Network staff.
2. Conduct workplace coaching/training and workplace assessment against competency standards of field staff.
3. Progress the implementation and application of quality principles and practices through implementing quality procedures relating to the maintenance of signalling systems.
4. Conduct technical inspections and audits of the asset and report on the condition of the asset and the effectiveness of the maintenance.
5. Investigate and report on signalling system incidents, failures and performance anomalies.
6. Carry out the testing, commissioning and maintenance of signalling equipment.
7. Monitor equipment performance and recommend improvement initiatives.
8. Maintain all records and associated documentation relating to asset condition, maintenance programs and costing systems.

## Additional Factors

The appointee will be required to :-

- Comply with Queensland Rail's Code of Conduct;
- Observe all legal and safety obligations of the organisation;
- Be available for call out/standby duties, overtime and higher grade relief as required;
- Be available to work away from home station and travel as

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- required;
- Undertake further training considered necessary for the effective performance of the duties associated with the position and career development;
- Work in a semi-autonomous manner within broad guidelines.

## What is the key selection criteria

1. Substantial knowledge of signalling systems and equipment and the relevant maintenance standards and safe working principles.
2. Substantial level of skill in maintenance, fault rectification and installation of signalling systems and equipment.
3. Substantial skill in identifying equipment performance irregularities within the signalling equipment network, investigating reoccurring faults and recommending improvement initiatives.
4. Substantial interpersonal, written and oral communication skills.
5. Sound level of skill in the development of procedures for the maintenance of electrical signalling systems and equipment.
6. Sound knowledge of Workplace Health and Safety Act and relevant Queensland Rail safety policies and procedures.
7. Knowledge of and willingness to commit to and work within Queensland Rail's Values and Behaviours.

## Pre-employment Checks:

Not Applicable

## Pre-employment Qualifications:

### What qualifications do I need to hold prior to applying for the position?:

20300281 Nat Drv Lic C (Qld A < 09.04.96)  
40010252 G\_Cert IV Rail Signalling  
40010051 G\_Electrical Mechanic Licence

## Health, Safety and Environment Responsibilities

Comply with the overarching document called Health, Safety and Environment Responsibilities MD-11-6843 located in the Safety and Environment Management System.

## Personal Protective Equipment needs:

Head and Face protection  
Eye Protection  
Hearing Protection  
Hand Protection  
High Visibility Clothing  
Safety Footwear  
Sunscreen SPF 15+

## Safety Publications

QR Electrification Safety Booklet  
QR Weekly Notice  
Your Health (Newsletter)  
C.E.O.'s Safety Statement  
C.E.O.'s General Safety Rules

## Please Note:

Queensland Rail has a random alcohol and other drug testing program.  
Testing can occur anywhere, at any time, on any day.